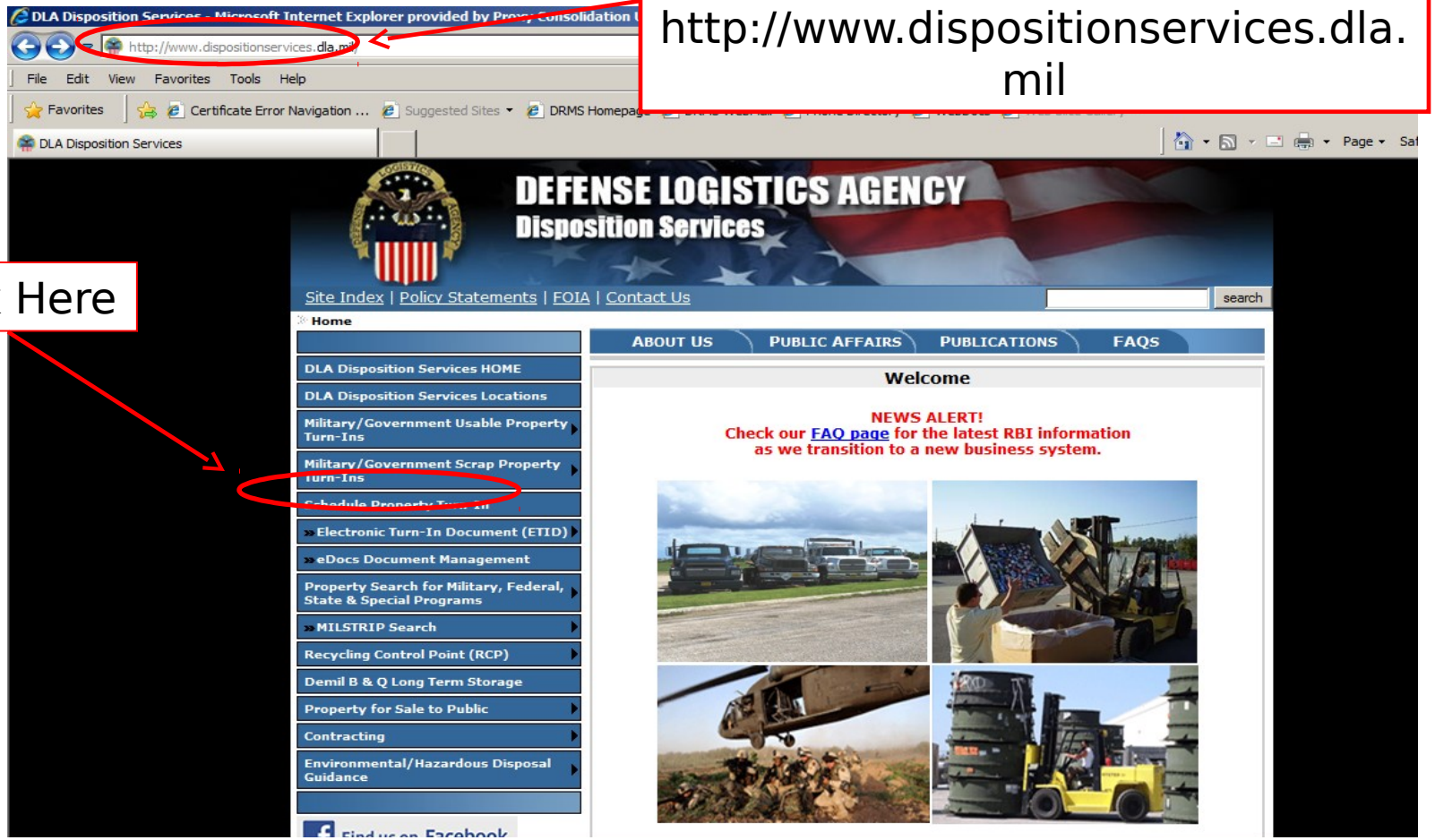
New DLA Disposition Services Local Scheduler

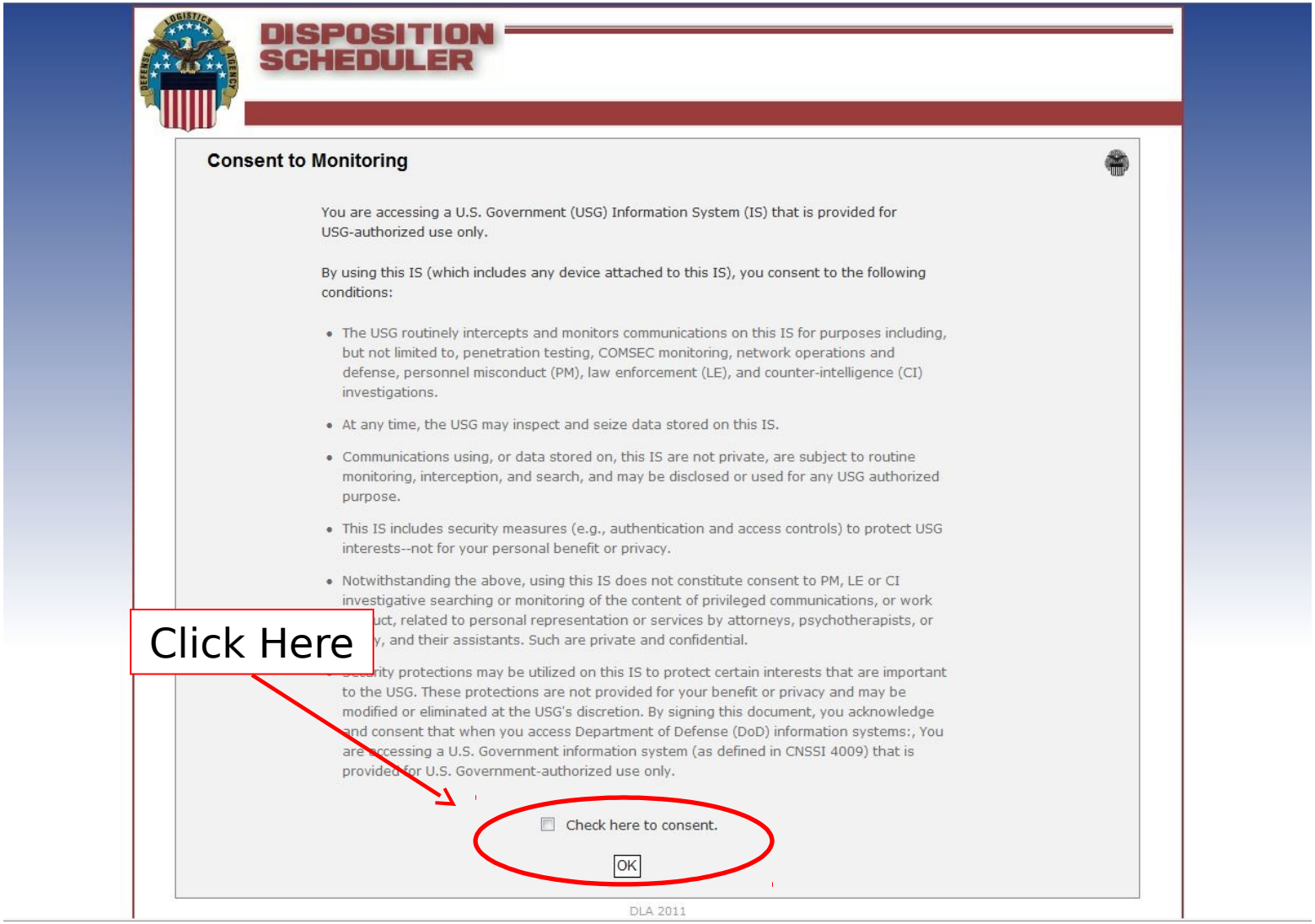
Local Customer DLA Disposition Service Scheduler Turn-in Procedures

Go to: http://www.dispositionservices.dla.mil

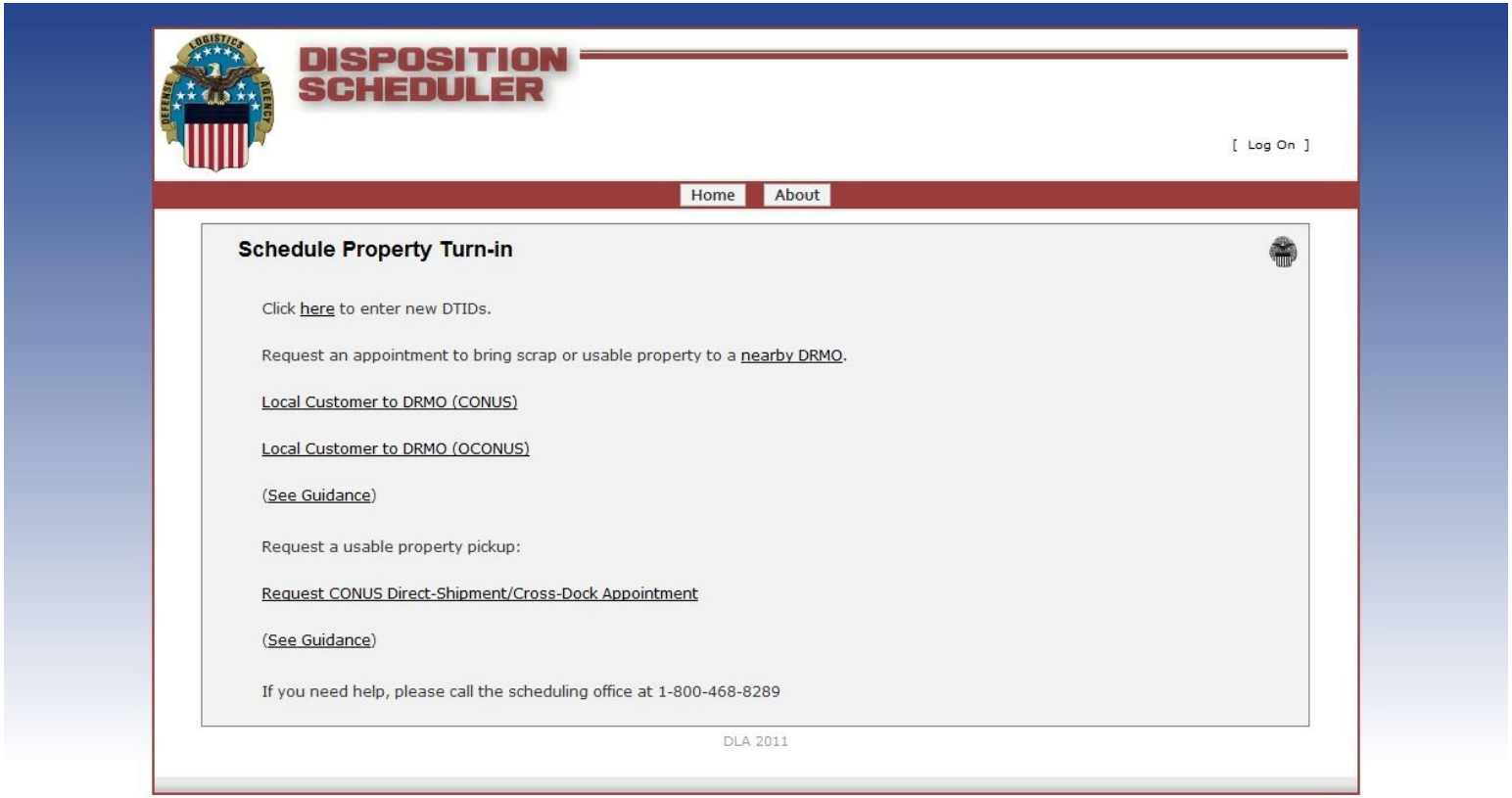
Click Here



Consent to monitoring page



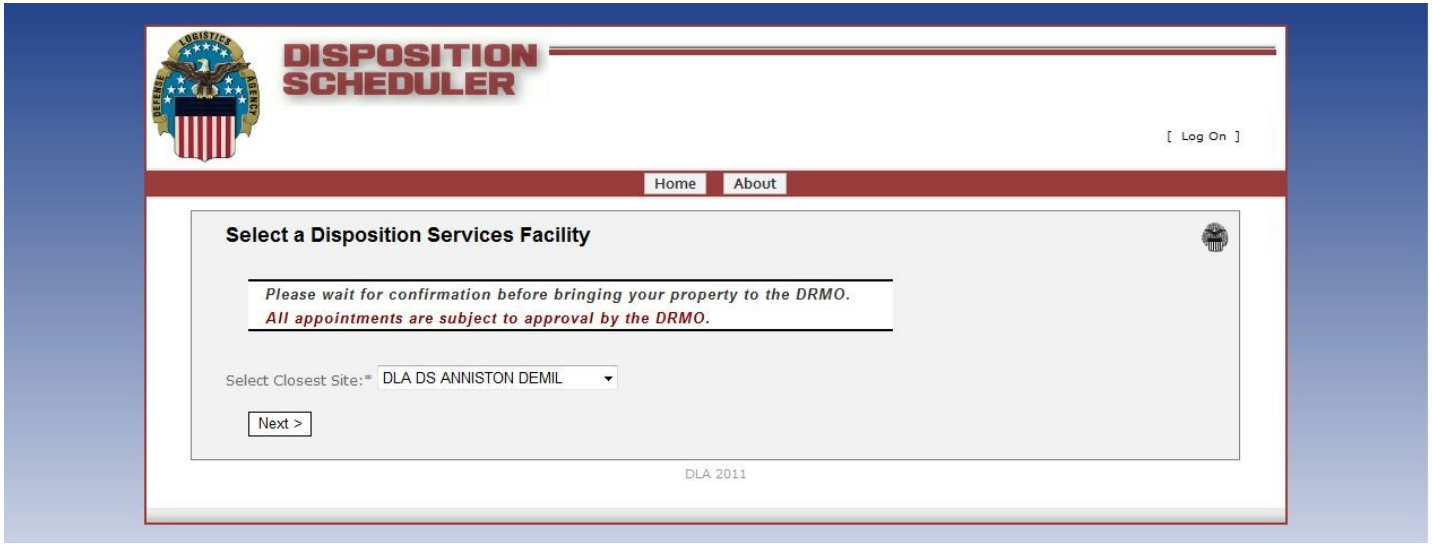
Type of turn in page



At this point the decision needs to be made:

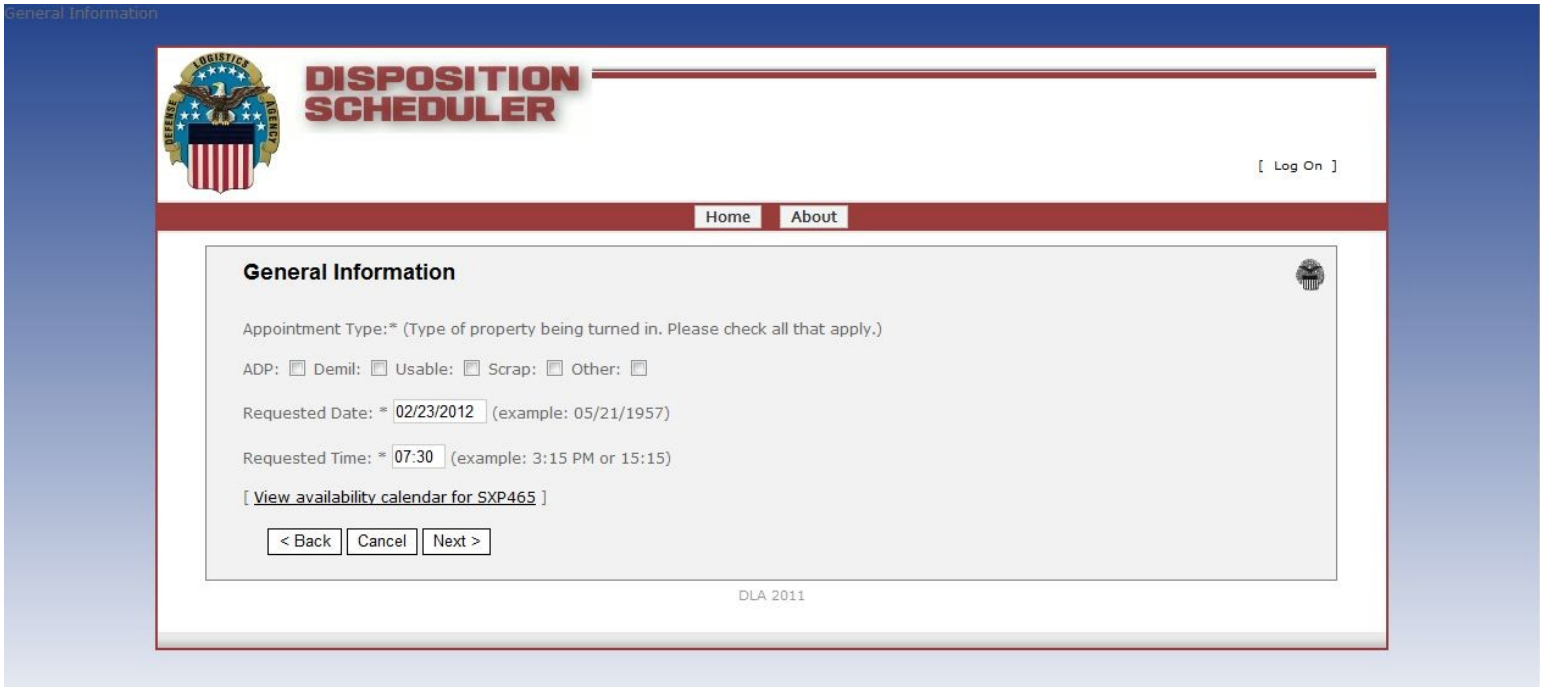
- Local Customer CONUS (Generator arranged transportation to Field Activity)
- Local Customer OCONUS (Generator arranged transportation to Field Activity)
- Cross dock customer (Generator arranged transportation to Field Office)

Local DLA Disposition Service Selector Page



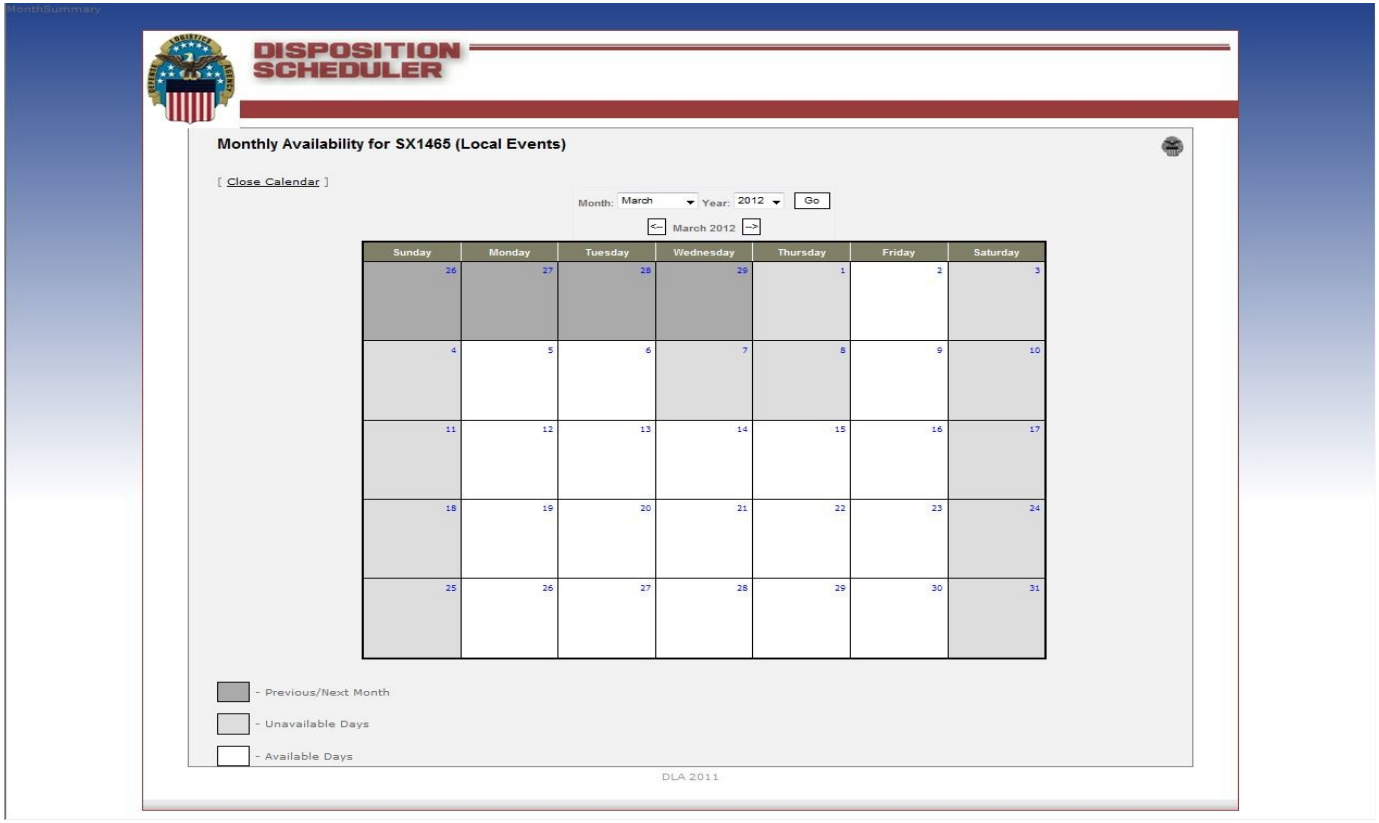
- Click the drop box arrow and select the DLA Disposition Services site that is closest to your local.
- Then click the “Next” button

Local DLA Disposition Service Site Dates Available



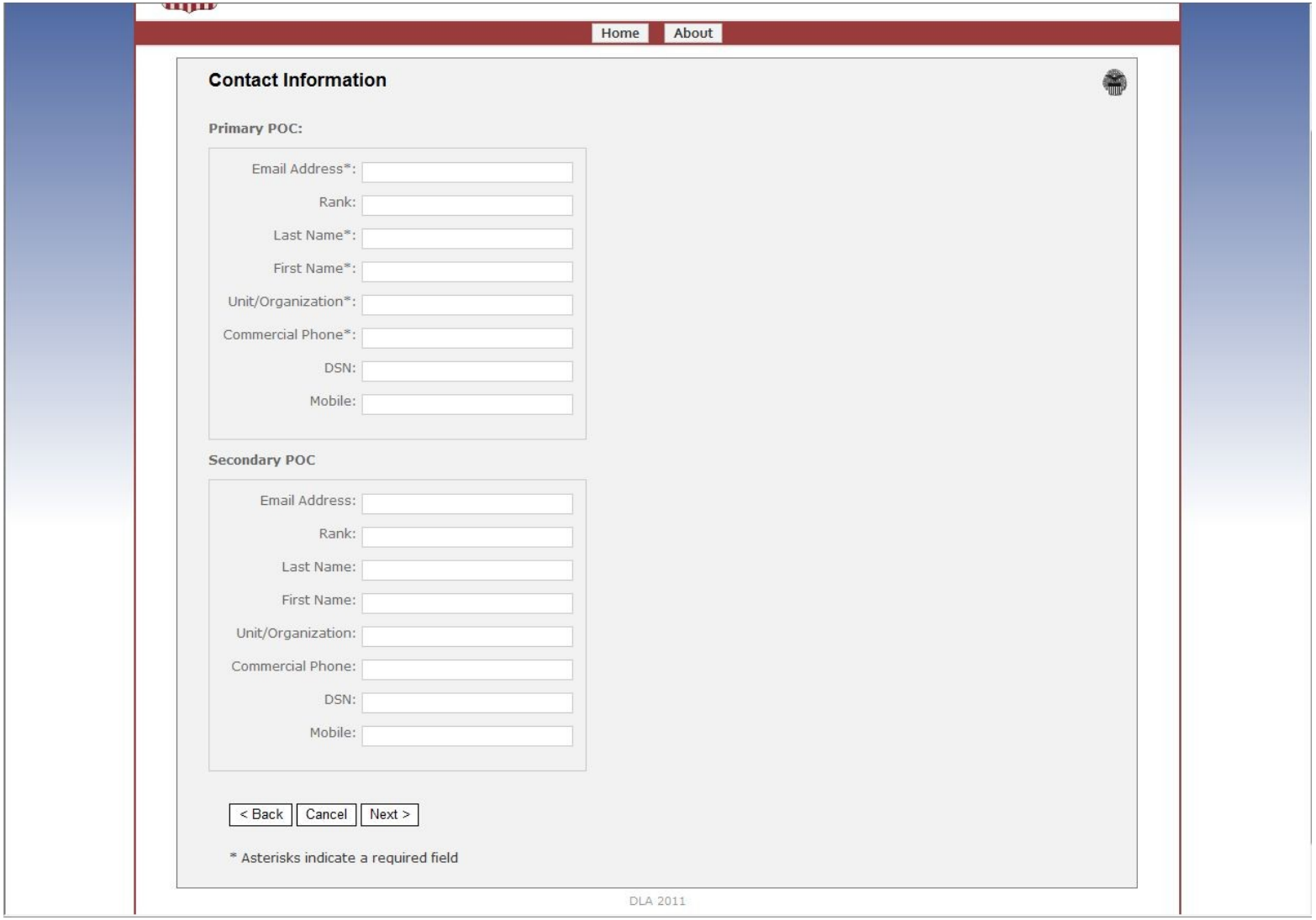
- Use the check boxes to select the types of property to be turned in
- Select the date / time you want to turn in the property
  - The date shown is the next available
  - If next available does not work for you there is a link to the calendar click that link and select the next available that will work for you

Local Scheduler Calendar



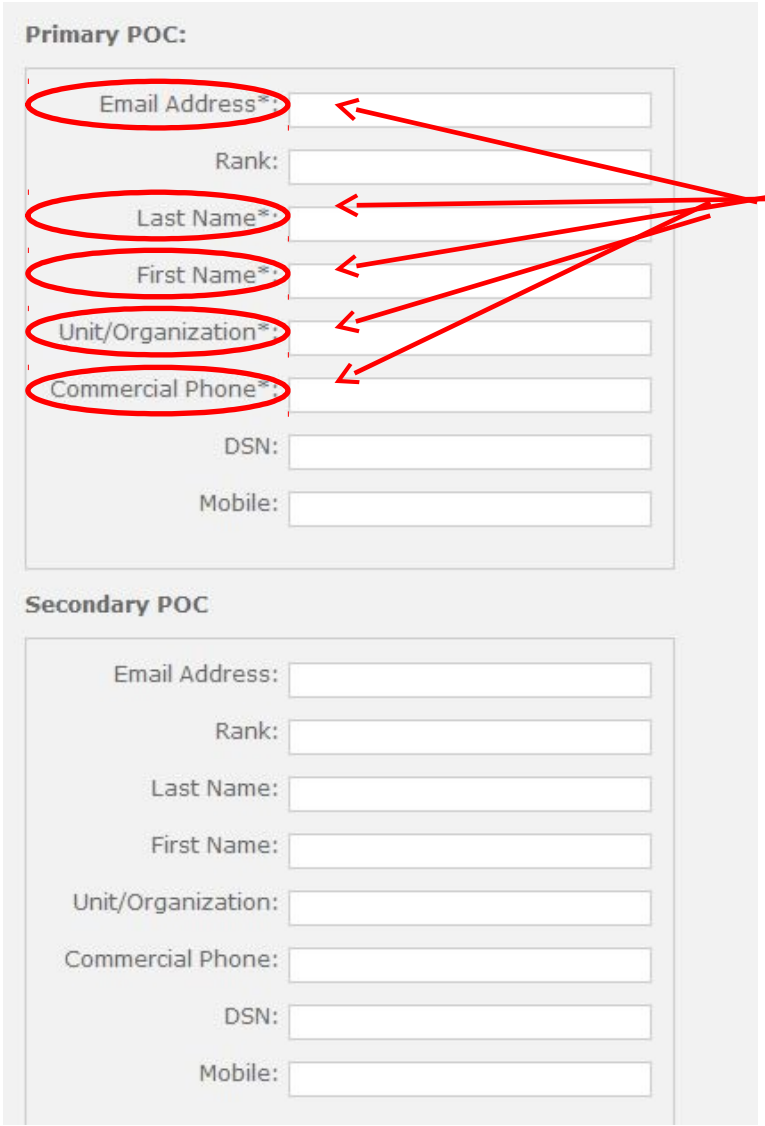
Dates shows in white are available dates. Dates that are shown in light grey are unavailable. Dates in dark grey are from Previous or following months.

Contact Information

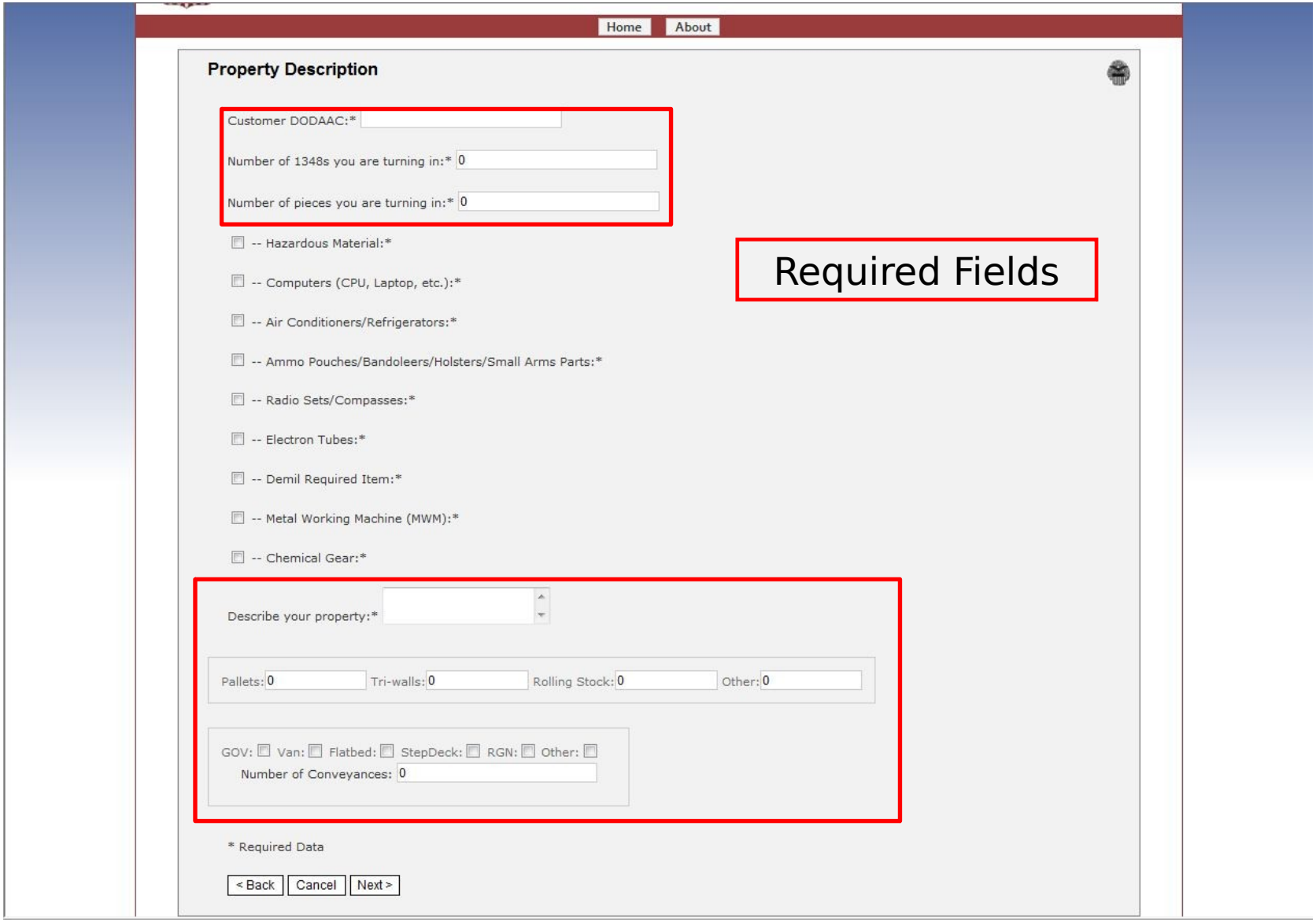


Contact Information Continued

Secondary POC is optional

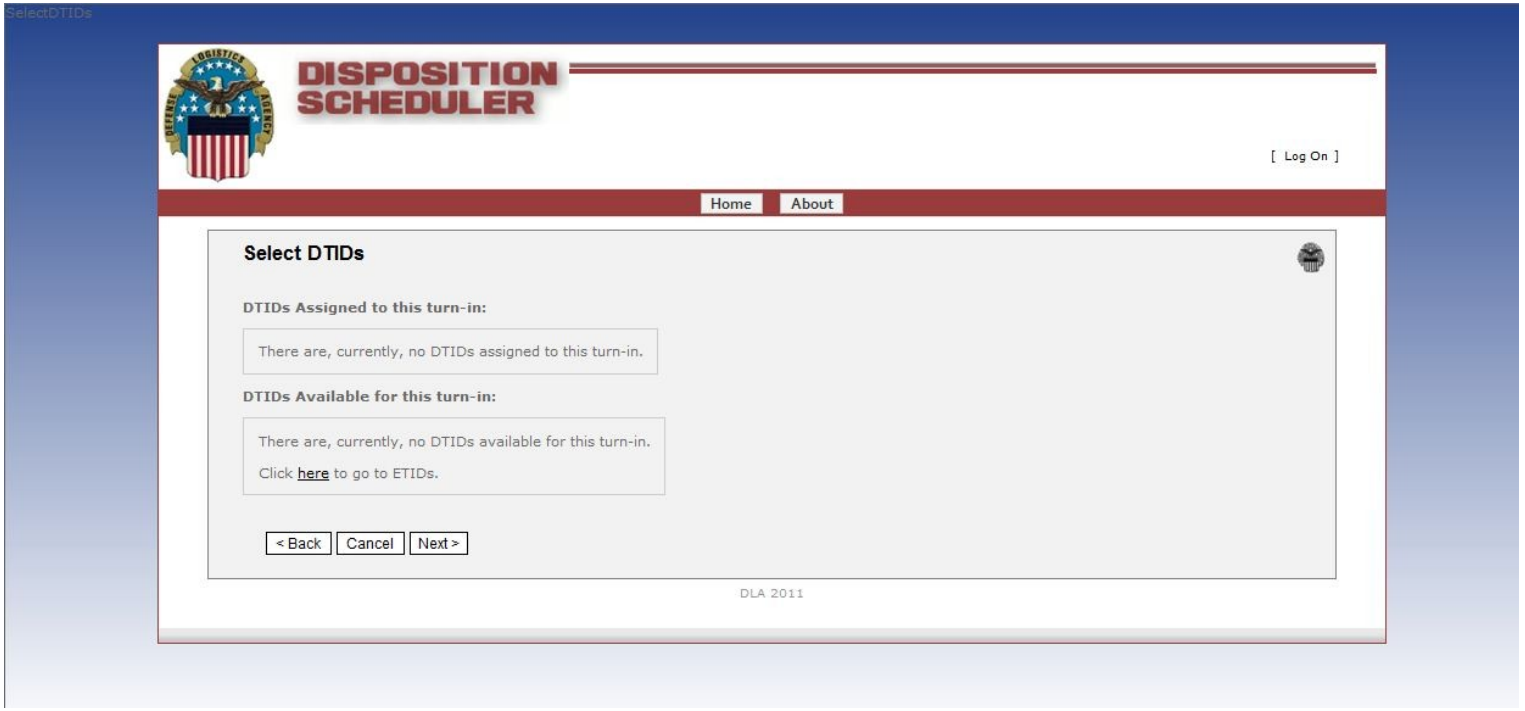


Property Description



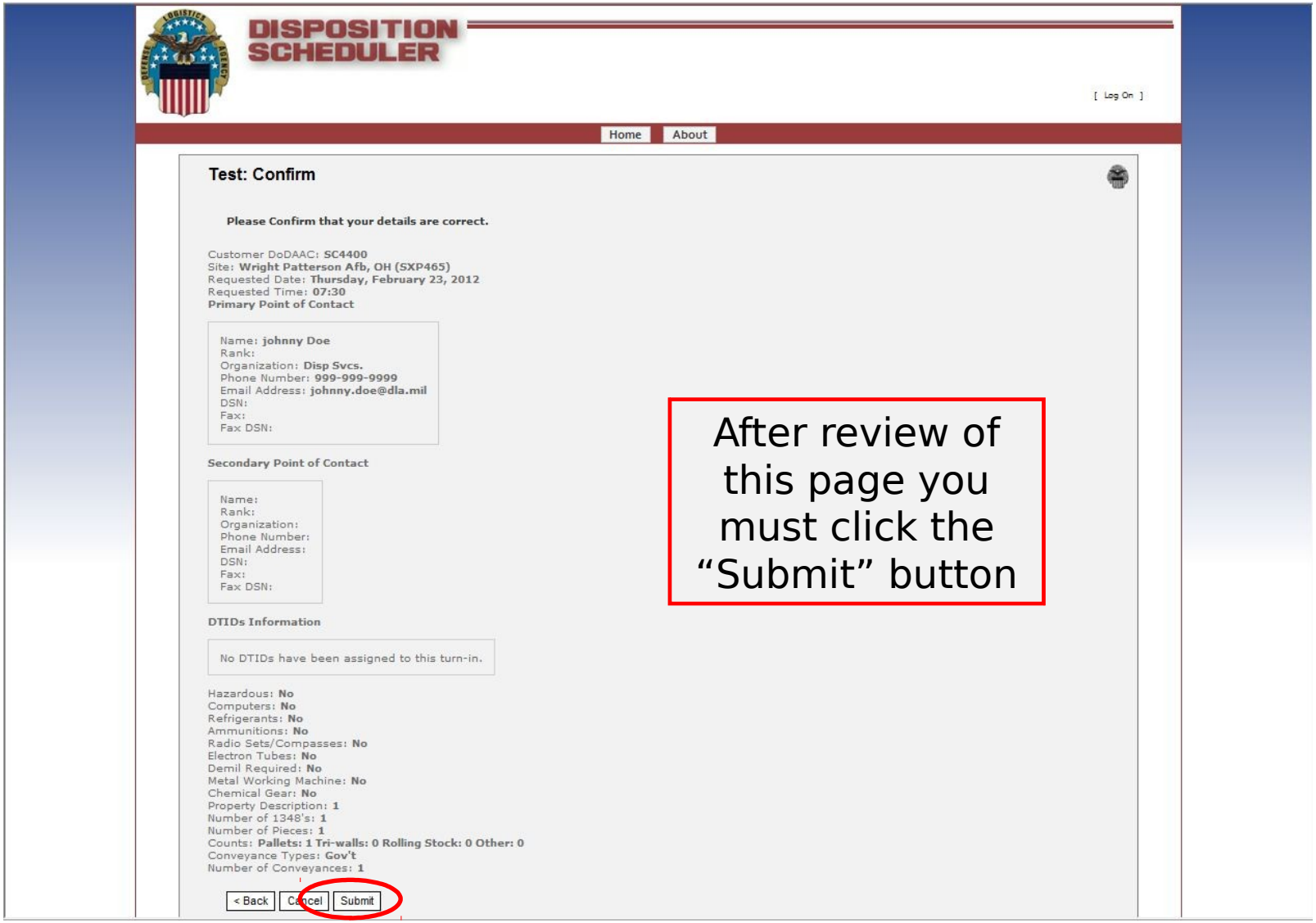
Required Fields

Select DTID



If there are DTID's that are already in the system for your agency they will show up on this page to select and assign to this shipment

Confirmation Page



After review of this page you must click the "Submit" button

Automatic Confirmation E-mail

From: donotreply@dispositionscheduler.vsm.dla.mil
Sent: Mon 2/27/2012 8:41 PM
To: Bakkila, Aaron DLA CIV DISPOSITION SERVICES; **Disp Svcs at Wright Patterson DSR**
Cc:
Subject: *** Test email from Disposition Scheduler *** Submitted Turn-in Appointment Request # 0000000042

Request Number: 0000000042
Data Submitted: Monday, January 01, 0001 12:00 AM Requested Appointment Time: Tuesday, February 28, 2012 07:30

For:

DTIDs Information:
No DTIDs were assigned to this turn-in.

Primary POC:
Peon Aaron Bakkila
Disp Svcs.
aaron.bakkila@dla.mil
269-961-5860

Customer DoDAAC: SC4400

Hazardous: No
Computers: No
Refrigerants: No
Ammo: No
Radio Sets/Compasses: No
Electron Tubes: No
Demil Required: No
Metal Working Machine: No
Chemical Gear: No

Property Description:
stuff

Number of 1348's: 1
Number of Pieces: 1
Number of Pallets: 1
Number of Tri-walls: 0
Number of Rolling Stock: 0
Number of Other: 0

Conveyance Types: Government
Number of Conveyances: 1